

**RYAN WHITE CARE COUNCIL
MEMBERSHIP, NOMINATIONS, RECRUITMENT, AND TRAINING COMMITTEE
WEST TAMPA NEIGHBORHOOD SERVICE CENTER – TAMPA
MONDAY, JUNE 19, 2006
12:30 P.M. – 2:00 P.M.**

MINUTES

- CALL TO ORDER** The meeting was called to order by Michael Amidei, Chair, at 12:30 p.m.
- ATTENDANCE** Members Present: Michael Amidei, Janet Kitchen, Aritus Miller, Bob Reynolds, Bill Thomas
Members Absent: John Melartin
Guests Present: Mark Mischan
Staff Present: Nicole Brown, Teresa Newgent, Collette Tomberlin
- CHANGES OR ADDITIONS TO AGENDA** A discussion of the membership application discretionary points was added to the agenda.
- ADOPTION OF MINUTES** The May minutes were adopted as written.
- CARE COUNCIL REPORT** Mark Mischan shared the Care Council report. He said that two bylaw revisions from the Membership committee were read for the first time and will be voted on in July. He also mentioned that a \$100,000 reallocation for insurance premiums was approved. Crystal Underwood also resigned from the Care Council due to a change of employment and a replacement is being sought for her seat.
- SLATE OF MEMBERS** Michael Amidei opened discussion on the slate of members recommended by the scoring subcommittee. The list provided included proposed new members, HRSA mandated seats being filled and returning members. The draft of the demographic breakdown of members if all are approved was also presented. Fourteen people are on the slate for membership, two applicants were offered associate membership and one person did not complete the application process.
- Members also discussed ways to make new members feel welcome. Some suggestions were to set aside chairs and to have special name tags for nominees at the July meeting. It

was also mentioned that members of the membership committee should be willing to greet nominees and be available to answer questions after the meeting.

The committee reviewed the first implementation of the interview process for all Care Council applicants. Those involved with the interviews felt being face to face with applicants allowed them to share expectations of membership and hopefully will make new members feel more comfortable at meetings. It was discussed that the interviews varied in time and often ran long discussing the committees and other information that will be shared at the orientation. It was suggested that the committee prepare information to give to interviewees should they have questions about committees for them to review before orientation. This would also allow the interviews to be completed in 30 minutes.

The following motion was passed: (**M**: Reynolds, **S**: Thomas) with 4 yes, 0 no and 0 abstentions

MOTION 06/06-01

THAT THE SLATE OF NEW MEMBERS BE APPROVED AND FORWARDED TO THE CARE COUNCIL FOR ADOPTION.

ORIENTATION

The proposed dates and times for orientation are Wednesday, August 2nd from 1:30pm to 4:30 pm in Tampa, and Thursday, August 3rd from 9:30am to 12:30pm in St. Petersburg. It was discussed to vary the format of the presentation as well as have multiple presenters for variety. The group also discussed the membership binder and the lack of use by members. Some suggestions were to request the free HRSA manuals for those that requested instead of photocopying and to provide some information in electronic format instead of printed in a binder.

MENTORS

Bob Reynolds and Janet Kitchen offered to set up and work on content for a mentor training. The committee feels that mentors have not been used as effectively as they could be this past year.

FULL DAY RETREAT

Topics for the full day retreat in October were discussed. The group thought that Hepatitis would be a good topic for the retreat as opposed to a mini training because there is too much information to share in a fifteen minute presentation at a Care Council meeting. They also would like to have a presentation on the CARE Act reauthorization. Michael Amidei brought up the idea of opening the retreat to the public. The group liked the idea but recognized that there could not be extra materials

provided. Committee members are also going to look into providing food.

**MEMBERSHIP
APPLICATION
DISCRETIONARY
POINTS**

Michael Amidei brought up the discretionary points that are added to an applicants score for membership. He feels that the points given should be formalized and that the committee review the guidelines used. The committee agreed that they knew that these points have been given in the past and that they would like for them to continue. The group will review the point allocation in July.

NEW BUSINESS

Michael Amidei offered to draft a letter for members to invite political action leaders or PALS to the September Care Council meeting. Mark Mischan offered to electronically distribute the letter to Care Council members.

**COMMUNITY
CONCERNS AND
ANNOUNCEMENTS**

It was announced that the PWA Coalition has moved its monthly board of directors meeting. It will now be held the first Tuesday of the month at 6:30pm at the Metro Center.

ADJOURNMENT

There being no other business to come to the Committee, meeting was adjourned at 2:05 p.m.

8/3/2006